



Incorporation Update

July 2010

Southwest Clay Fully Incorporated this Month

Welcome to the City of Carmel. In this special edition of the City of Carmel Newsletter, we would like to acquaint you with our City services. Inside you will find a list of elected officials, city departments, alarm permit information and Council District maps. Also included, is a list of topics that you may find useful when encountering issues in your neighborhood.

As of July 27th, 2010, all 8.32 square miles of southwest Clay will be officially incorporated into the City of Carmel, bringing the City's total square miles to 48.49. After the incorporation of southwest Clay, it is estimated that the

Carmel population will be approximately 85,000.

This incorporation allows for full participation in the Carmel community, including voting in City elections. The City will provide police protection, 911 emergency dispatch, street maintenance and many other services. It makes fiscal sense that Southwest Clay should receive their police and road service from Carmel and not Hamilton County, working out of Noblesville.

Please note that the transition from Hamilton County Sheriff to Carmel Police Department will take place between Tuesday, July 27th and Friday, July 30th. Beginning at 6 a.m. on

the 27th, you will receive a response from either Hamilton County or the City of Carmel. By 6 p.m. on Friday, July 30th, your 911 calls for police service will be completely covered by the Carmel Police Department. This dual response period will ensure a seamless transition.

Carmel is a city that works hard to continuously maintain our streets, utilities, parks, and other public facilities. Through our City website at www.carmel.in.gov you can learn more about economic development plans and activities in our community. You can read more about key Public Works projects that are building better

services for the community. You can see more about our City Council's leadership activities and the City departments that provide our local services. You can also "meet" the City Council, browse the Municipal Code, view videos of events and city meetings, learn about job opportunities, obtain an application for a building permit, access key planning and policy documents, or find information about many of our public programs.

"My staff and I work very hard every day to make Carmel the best place to live, work and raise a family. We want to welcome our new residents to the City of Carmel," said Mayor Brainard.

A Welcome Message from the Mayor

The City of Carmel welcomes our newly incorporated residents. We look forward to providing you with an extraordinary level of service in all we do from improving and maintaining your streets to protecting and ensuring the safety of your family, home or business. You will see these changes take effect on Tuesday, July 27th,

with the exception of police protection, which will change over during that week. The Hamilton County Sheriff and Carmel Police Department have a plan of action to ensure a seamless service transition.

Carmel is a great place to live, work and raise a family and I look forward to your input to make it even better.

Many of the programs we have implemented in the City originated with ideas generated by residents. Please contact me with any concerns. I welcome your input.

Very Truly Yours,

Jim Brainard
Mayor Jim Brainard



Mayor Jim Brainard

Carmel City Code

There are many issues that occur in the community that rise to the level of ordinance violation. You may access the Carmel City Code online to search by topic or section for answers to some of your questions. You may access the code at the American Legal website at www.amlegal.com/carmel_in/

While most City Ordinances are enforced by the Carmel Police Department, certain City Code sections are primarily enforced by other City departments. The types of City Code violations normally enforced by other City departments include:

Subject	Primary Enforcement Department	Phone Number
1. Abandoned wells	Utilities Department	517-2442
2. Banners/balloons/ signs in right-of-way	Department of Community Services	517-2417
3. Construction of driveways / sidewalks	Department of Community Services	517-2417
4. Non-fly tight garbage cans	Department of Community Services	517-2417
5. Noxious weeds, high grass	Department of Community Services	517-2417
6. Obtaining unmetered water	Utilities Department	517-2442
7. Outdoor burning of leaves	Carmel Fire Department	517-2600
8. Out-of-Zone buildings	Department of Community Services	517-2417
9. Posted signs on trees / poles	Department of Community Services	517-2417
10. Street excavations / cuts	Department of Engineering	517-2441
11. Tampering with fire hydrant	Carmel Fire Department	517-2600
12. Trailers / temporary structures	Department of Community Services	517-2417
13. Unsafe buildings	Department of Community Services	517-2417
14. Water line extensions	Utilities Department	517-2442

Carmel's Recycling Options

Household Hazardous Waste Collection Site

901 North Range Line Road

Drop-off hours

Tuesday - Friday: 8 a.m.-5 p.m.

Saturday: 9 a.m. - noon

Sunday & Monday: Closed

Please do not drop-off recyclables when collection site is closed.

Materials Accepted

- Plastics and Glass
- Newspapers & Magazines
- Cardboard
- Aluminum and Metal Cans
- Household Hazardous Items

Prime Life Enrichment

1078 Third Ave. SW
(next to Carmel Ice Skadium)
www.primelifeenrichment.org
24 hour drop-off

Materials Accepted

- Aluminum Cans
- Corrugated Cardboard
- Newspapers/Phone Books
- White Office Papers

Please rinse out all containers

www.carmel.in.gov

Alarm Permits

Any residence or business within the city limits of Carmel with an alarm system is required by City Code to have an alarm permit. The permit includes information important to the Carmel Police when responding to an alarm call, including whom to call to turn off the system. The permit also helps Carmel police reduce the number of false alarms. Households and businesses who are installing alarm systems in Carmel need to contact the Carmel Clay Communications Center to apply for these permits,

which cost only \$10.

"When the kids are out of school for the summer, many families relocate. New residents may not be aware of our alarm permit requirement. In order to help our police department keep all our residents safe and secure, we need each household and business to register their alarm system," said Mayor Jim Brainard.

Each alarm permit stays with the property to which it is assigned. For those residents who have recently relocated to, or

moved within Carmel, you can contact Janet Arnone at 571-2586 to check the status of the alarm permit for your home or business. Any resident who has moved into a property with a pre-existing alarm permit does not need to re-apply for a new permit. However, these new residents or business owners will need to obtain a "Change of Information" form from the Carmel Clay Communications Center so that they can update new home or business owner contact information.

To apply for an alarm permit for your home or business, or to obtain a "Change of Information" form, call Janet Arnone at (317) 571-2586, or email her at jarnone@carmel.in.gov. There is a \$10 one-time fee for all alarm permits.



City of Carmel

The City of Carmel is governed by the Mayor, seven City Council members, a Clerk-Treasurer and a Judge, all of whom are elected. The Mayor appoints directors to oversee the day-to-day operation of the city and its services. Following is a list of the various city departments, their directors and a brief overview of their purpose.

Elected officials:

Office of the Mayor

The Mayor is the chief executive officer of the City. Services include assistance to the citizens and businesses in the community, policy planning, intergovernmental relations, economic development and interaction with department directors on federal funding initiatives.

Mayor: Jim Brainard

Phone: (317) 571-2401

Location: One Civic Square
Carmel, IN 46032

Fax: (317) 844-3498

Email: jbrainard@carmel.in.gov

Clerk-Treasurer

Responsibilities of Clerk-Treasurer

The Clerk-Treasurer processes the receipts and expenditures of all city money; prescribes the payroll for the city; determines the manner in which vendors, officers and employees are paid; manages all city financial accounts; makes all investments on behalf of the city; prepares the budget estimates of revenue, financial statements and the proposed tax rate; manages all city records; serves as the clerk of the City Council and Board of Public Works by preparing agendas, recording proceedings and maintaining custody of records.

Public Information Available

Citizens may view or photocopy the following public information at the Clerk-Treasurer's office during business hours:

- Contracts between the city and other public agencies
- Minutes of all public meetings conducted by the Board of Public Works and the City Council
- Agendas for City Council and Board of Public Works Meetings
- Copies of ordinances and resolution
- All financial data including revenues, expenditures and city budgets.

Clerk-Treasurer: Diana L. Cordray

Phone: (317) 571-2414

Location: One Civic Square, 3rd floor
Carmel, IN 46032

Fax: (317) 571-2410

Email: dcordray@carmel.in.gov

Hours: Monday-Friday 8 a.m.-4:30 p.m.

Carmel City Court

The Carmel City Court is a court of limited jurisdiction where traffic infractions, ordinance violations and criminal misdemeanor cases are heard and decided.

Judge: Brian Poindexter

Phone: (317) 571-2440

Location: One Civic Square, 2nd Floor
Carmel, IN 46032

Fax: (317) 846-0835

Email: bpoindexter@carmel.in.gov

Hours: Monday-Friday 8:30 a.m.-4:30 p.m.

Court office remains open during lunch

Court Hours:

Trials are held on Mondays at 8:30 a.m. and 10:30 a.m. and Tuesdays at 9:30 a.m.

Guilty plea, omnibus, compliance and probation violation hearings are held on Mondays at 1:30 p.m.

Initial hearings on criminal misdemeanor cases are held on Wednesdays at 8:45 a.m.

Initial hearings on infraction and ordinance violation cases are held on Thursdays at 8:45 a.m.

City Departments:

Community Relations

Director: Nancy Heck

Phone: (317) 571-2474

Location: One Civic Square
Carmel, IN 46032

Fax: (317) 571-2278

Email: nheck@carmel.in.gov

This department was established to manage and facilitate the public communications of the City of Carmel. Activities include:

- Serving as Carmel's liaison to the media by responding to inquiries, issuing news releases, and setting up news conferences and media events;
- Publishing the City's newsletter and other informational materials;
- Programming Carmel's local government access cable television channel;
- Assisting community members with questions or concerns;
- Acting as primary point of contact for economic development announcements and initiatives;
- Coordinating and facilitating the Carmel Neighborhood Association Network (CNAN), the Carmel Small Business Network (CSBN), Carmel CAN!, and other city/community partnerships;
- Special event planning and execution;
- Working in cooperation with other city departments and community groups on various special projects and promotional activities.



City of Carmel Department Directors

Department of Administration

Director: Steve Engelking

Phone: (317) 571-2403

Location: One Civic Square
Carmel, IN 46032

Fax: (317) 844-3498

Email: sengelking@carmel.in.gov

This Department assists the Mayor in the management of the city's administrative services including:

- Human Resources;
- Information Systems;
- Purchasing and Contracting;
- Maintenance.

Human Resources was established under the current administration to manage and facilitate the hiring and employment of the city's more than 400 employees.

Director: Barb Lamb

Phone: (317) 571-2465

Fax: (317) 571-2409

Email: blamb@carmel.in.gov

Information Systems builds and maintains all city government computer information systems.

Director: Terry Crockett

Phone: (317) 571-2567

Email: tcrockett@carmel.in.gov

Department of Law

City Attorney: Douglas Haney

Phone: (317) 571-2472

Location: One Civic Square
Carmel, IN 46032

Fax: (317) 571-2484

Email: dhaney@carmel.in.gov

The Law Department provides in-house legal services for the City's departments and officials, the City Council, the City's boards, agencies and commissions, and municipal utilities.

The department also:

- reviews all City contracts;
- represents the City in legal proceedings;
- drafts City ordinances and other legal papers;
- prosecutes City ordinance violators;
- handles City employment law matters;
- coordinates title searches and prepares documents for roadway construction and other public works projects;
- represents the public interest in unsafe building and other public health or zoning matters.

Department of Community Services (DOCS)

Director: Mike Hollibaugh

Phone: (317) 571-2417

Location: One Civic Square
Carmel, IN 46032

Fax: (317) 571-2426

Email: mhollibaugh@carmel.in.gov

The Department of Community Services has a wide range of responsibilities which include:

- Staff to Carmel Plan Commission and Board of Zoning Appeals;
- Enforcement of zoning and building codes;
- Community planning and development services;
- Issuing building permits, sign permits, banner/special event permits and massage therapist permits;
- Ensuring that residential, commercial and industrial development projects meet all legal requirements;
- Care and planting of street trees within the City.

Department of Engineering

City Engineer: Mike McBride

Phone: (317) 571-2441

Location: One Civic Square
Carmel, IN 46032

Fax: (317) 571-2439

Email: mmcbride@carmel.in.gov

The City of Carmel Department of Engineering oversees plans for new development and provides leadership for the city's infrastructure and construction projects. It oversees new roadway design including the many roundabouts in Carmel and the award winning Keystone Parkway project. This department is also responsible for drainage issues in the City and oversees the Storm Water program.

Carmel Police Department

Police Chief: Mike Fogarty

Administration Phone: (317) 571-2500 (non-emergency)

Emergency: 911

Location: Three Civic Square
Carmel, IN 46032

Fax: (317) 571-2512

Email: mfogarty@carmel.in.gov

Non-Emergency Dispatch: (317) 571-2580

The Carmel Police Department has an authorized strength of 90 officers and 18 civilian employees for 2004 and as Carmel grows, the police force will continue to increase. The department employs state-of-the-art technology to assist its officers in their jobs. It was the first Police Department in the state to equip its patrol cars with video cameras and the second in the state to install computers in all police vehicles. It is also one of the few Police Departments in Indiana to have already earned the designation as an accredited law enforcement agency.

City of Carmel Department Directors



Carmel Street Department

Director: David Huffman

Phone: (317) 733-2001

Location: 3400 West 131st Street
Westfield, IN 46074

Fax: (317) 773-2005

Email: dhuffman@carmel.in.gov

The Carmel Street Department maintains the city's streets and right-of-ways. The department is responsible for all preventative maintenance and repair of Carmel's 325 miles of streets. In addition, it maintains the grounds of Civic Square and other city owned properties. It has a new, expanded facility on West 131st Street at Shelborne Road.

Snow Removal: When the city receives up to 3 inches of snow, the Carmel Street Department plows only main streets such as Range Line, Main Street, Gray Road and secondary streets such as Brookshire Parkway, Lakeshore Drive East and West, Spruce Drive and High Drive. When the city receives 3 or more inches of snow, main and secondary streets are plowed and salted as the snow falls. After the snow stops falling and blowing, the entire city is plowed. It takes more than 24 hours to plow the city's roadways and cul-de-sacs. Salting is routinely done only on main and secondary streets. Bridges, hills, and intersections are also salted as needed.

Carmel Utilities

Director: John Duffy

Administration Phone: (317) 571-2443

New accounts and billing: (317) 571-2442

Location: 760 3rd Ave. SW Suite 110
Carmel, IN 46032

Fax: (317) 571-2439

Email: jduffy@carmel.in.gov

Carmel Utilities includes the Water Department, which ensures Carmel residents have an ample supply of clean water; the Sewer Department, which handles the safe disposal of the city's sanitary waste; and the Household Hazardous Waste Program, which provides a viable place for Carmel residents to properly dispose of hazardous household products.

Joinder Departments

The Carmel-Clay Communications Center, Department of Community Services, Carmel Clay Parks and Recreation, and the Carmel Fire Department function as both city and township entities. The Mayor of Carmel, however, appoints the Directors/Chief of these departments.

Carmel Clay Communications Center

Director: Marvin Stewart

Administration Phone: (317) 571-2586

Location: 31 1st Avenue N.W.
Carmel, IN 46032

Fax: (317) 571-2588

Email: mstewart@carmel.in.gov

Emergency calls only: 911

Non-emergency dispatch: (317) 571-2580

The Carmel Clay Communications Center is the emergency call center (911) for all police, fire and ambulance calls for Carmel and Clay Township. It also has contact with surrounding police and fire departments in Marion, Hamilton and Boone counties. The Communications Center manages all types of communications for the City of Carmel, which can include anything from the city's voice mail system to its fiber optic network system and reverse 911.

Carmel/Clay Parks and Recreation

Director: Mark Westermeier

Phone: (317) 848-7275 (PARK)

Location: 1411 East 116th Street
Carmel, IN 46032

Fax: (317) 571-4136

Email: mwestermeier@carmel.in.gov

The Carmel Clay Department of Parks and Recreation is responsible for maintaining and developing all public parkland within the City of Carmel and Clay Township. In addition to these responsibilities, this Department also provides educational and recreational opportunities and events throughout the year. They also offer volunteer opportunities for community members wanting to get involved.

Carmel Fire Department

Fire Chief: Keith Smith

Administration phone: (317) 571-2600 non-emergency

Emergency calls only: 911

Location: Two Civic Square
Carmel, IN 46032

Fax: (317) 571-2615

Email: ksmith@carmel.in.gov

The Carmel Clay Fire Department is here to protect residents, property owners and visitors from the ravages of fire, accidents, medical emergencies and other incidents jeopardizing life and property. In addition to highly trained personnel and state-of-the-art fire fighting equipment, the department also provides educational events and fire and emergency prevention programs to ensure the safety of the community.

Carmel City Council

The Carmel City Council is comprised of seven members elected to four-year terms: two at-large and five elected from five districts. The City Council constitutes the legislative body of the city. It has power over the city budget, and passes city ordinances and resolutions. Current members are:



Rick Sharp
2010 Council President

City Council – District One
Cell phone: (317) 417-5047
Email: rsharp@carmel.in.gov



Ron Carter

City Council – At Large
Cell phone: (317) 710-0162
Email: rcarter@carmel.in.gov

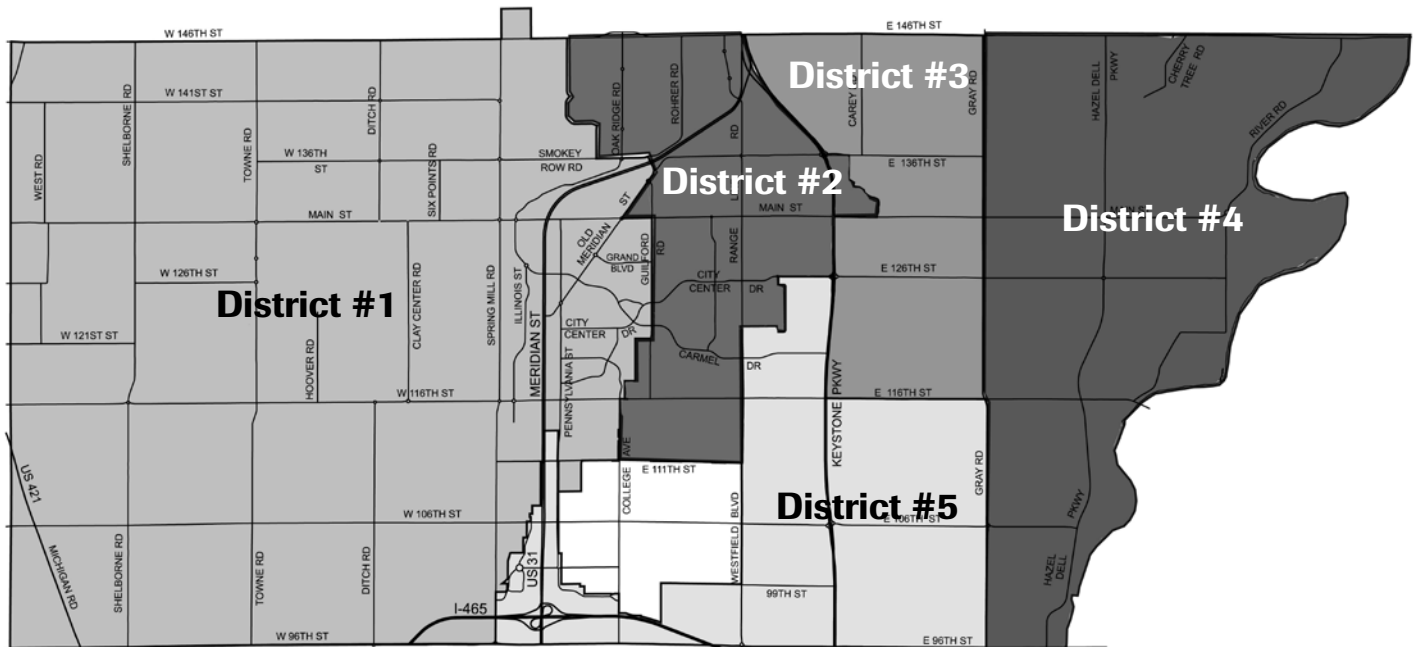


Kevin "Woody" Rider

City Council – At Large
Phone: (317) 503-7095
Email: krider@carmel.in.gov

Mail may be sent to City Council Members at the following address:

**One Civic Square
Carmel, IN 46032**



2010 Council Districts

The 2010 Council Districts map above will go into effect on July 27, 2010. At that time, the newly incorporated southwest Clay area becomes part of District #1, with Rick Sharp as the representative, as well as the two at-large councilmen, Ron Carter and Kevin Rider.



Eric Seidensticker

City Council – District Two

Cell phone: (317) 656-7989

Email: esidensticker@carmel.in.gov



John Accetturo

City Council – District Three

Cell phone: (317) 201-9922

Email: jaccetturo@carmel.in.gov



Joseph C. Griffiths

City Council – District Four

Cell phone: (317) 417-5048

Email: jgriffiths@carmel.in.gov

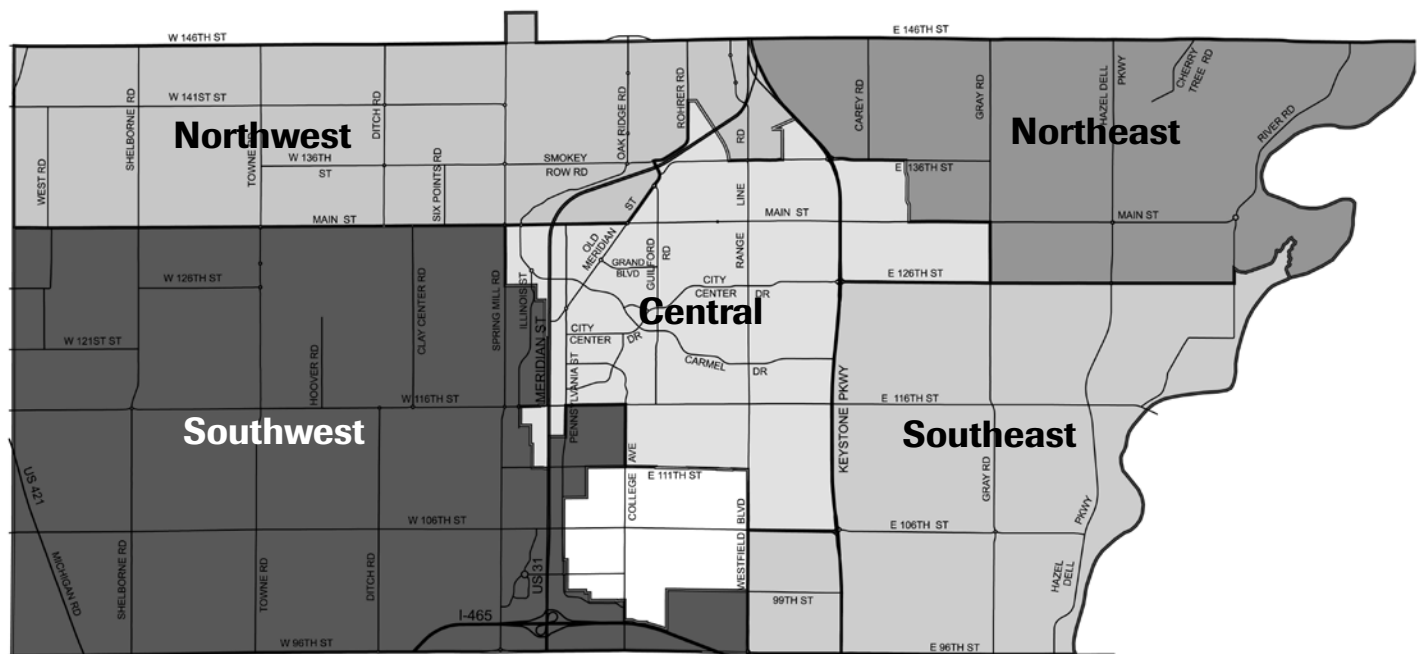


Luci Snyder

City Council – District Five

Cell phone: (317) 513-0242

Email: lsnyder@carmel.in.gov



2012 Council Districts

The 2012 Council Districts map above will go into effect on January 1, 2012. At that time, the representatives elected in November of 2011 will take office. Please refer to this map during the 2011 election. It indicates the council district for which you are electing your representative.

2010 Meetings

City Council Meeting Dates

The City Council meets on the first and third Mondays of the month at 6 p.m. in the Council Chambers at City Hall

August 2 & 16
September 6 & 20

Watch City Council meetings live on Channel 16. Channel 99 replays City Council meetings every Tuesday at 7 p.m.

Board of Public Works & Safety Meetings

The Board of Public Works meets the first and third Wednesdays of each month at 10 a.m. in the Council Chambers at City Hall

August 4 & 18
September 1 & 15

Plan Commission

The Plan Commission meets the third Tuesday of each month at 6 p.m. in the Council Chambers at City Hall

August 17
September 21

Board of Zoning Appeals

The Board of Zoning Appeals meets the fourth Monday of each month at 6 p.m. in the Caucus Room

August 23
September 27

Carmel Clay Parks and Recreation Board

Carmel Clay Parks and Recreation Board
All meetings will be held on the second and fourth Tuesdays of each month at 6:00 p.m. in the West Conference Room at The Monon Center, 1235 Central Park Drive East, Carmel, IN 46032.

August 10 & 24
September 14 & 28



News from the City of Carmel
One Civic Square
Carmel, Indiana 46032-7569
(317) 571-2400

This publication is intended for residents and businesses in the City of Carmel. Postal carrier routes may exceed city limits.

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Carmel's Neighborhood Association Network

Is your neighborhood a part of the Carmel Neighborhood Association Network, also known as, CNAN? If not, this would be a great time to join!

The Carmel Neighborhood Association Network (CNAN) was formed in 2001 for the purpose of strengthening the community by creating greater communication between neighborhoods within the City of Carmel. Representatives from local Homeowner Associations and Carmel residents are invited to attend the

meetings to learn more about the City's policies and services, neighborhood covenants, crime watch, road projects and other relevant topics.

CNAN meets a few times a year with the Mayor, other city officials and guest speakers in the Council Chambers at City Hall to learn about topics of interest to homeowners' associations in Carmel. The City's Department of Community Relations maintains a list of the HOA presidents' contact information in order to notify them of the CNAN meetings.

To add your neighborhood president to this list or to check to make sure the correct president is listed, please contact Michelle Krcmery at 571-2495 or email her at mkrcmery@carmel.in.gov.